

**GENERATION NEXT 2003 VOCATIONAL-  
TECHNICAL AND ADULT EDUCATION CONFERENCE**

**CALL FOR PRESENTERS**

**AUGUST 18-19, 2003**

**ATLANTIC CITY CONVENTION CENTER  
ATLANTIC CITY, NJ**

**PROPOSAL DUE DATE: MARCH 31, 2003**

**CALL FOR PRESENTERS: GENERATION NEXT 2003**  
**OFFICE OF VOCATIONAL-TECHNICAL, CAREER & ADULT PROGRAMS**  
**ATLANTIC CITY CONVENTION CENTER**  
**ATLANTIC CITY, NJ**  
**AUGUST 18-19, 2003**  
**PROPOSAL DUE DATE: MARCH 31, 2003**

**CALL FOR PROPOSALS:** You are invited to submit a proposal to present a workshop during New Jersey's annual conference on vocational-technical and adult education, "*Generation Next: Understanding the New Model of Vocational-Technical and Adult Education*." The conference celebrates the contributions that vocational-technical, career and adult education programs are making to public education and school reform.

**GOAL:** This is a professional development conference designed to provide vocational-technical and adult educators with the tools and knowledge necessary to increase student performance in academic and vocational areas of instruction.

**CONTENT:** The provision of more than 80 workshops to address.

- The career clusters initiative of the National Association of State Directors of Career Technical Education ([www.careerclusters.org](http://www.careerclusters.org)).
- The New Jersey Department of Education's Core Curriculum Content Standards; and
- Instructional strategies for increased learner educational gains on tests of General Educational Development (GED), English for Speakers of Other Languages (ESOL), Evening Schools for Foreign Born Residents (EFB), Adult Basic Education (ABE) and Integrated English Literacy and Civics Education programs.

**AUDIENCE:** Conference attendees include staff from secondary schools, adult high schools, community and four-year colleges, private post-secondary schools, business and industry, community-based organizations, Workforce Investment Boards, government agencies, volunteer literacy programs and adult education providers.

**SUGGESTED TOPICS:** Presentations may address, but are not limited to the following topics:

- Adult High School Instructional Strategies;
- Career Academies;
- Career Clusters to Enhance Academic Instruction;
- Career Portfolios and Interest Inventories;

- Career Preparation and Guidance Activities;
- Community Involvement;
- Content Specific Instruction (Family and Consumer Sciences, Business Education, Trade and Industrial Education, Health Education, Information Technology, etc.);
- English as a Second Language;
- English Literacy-Civics;
- Exemplary Vocational-Technical Programs;
- Gender Equity and Non-Traditional careers;
- Innovative Adult Education Practices;
- Innovative Practices/Programs;
- No Child Left Behind: Implications for Vocational-Technical Programs;
- Standards, Curriculum and other considerations related to integrated use of Cross-Content Workplace Readiness Skills and Core Curriculum Content Standards related to Workforce Development;
- Post-Secondary Education;
- Learning activities for Career Preparation and Workplace Readiness;
- Vocational Student Organization Leadership Training
- Student Recruitment and Retention in Adult Education; and
- Volunteer Tutoring
- Others

#### **APPLICANTS:**

Submissions are encouraged from the following individuals:

- Administrators
- Adult Educators
- Consultants
- Counselors
- Directors and Coordinators of ESOL, ABE, and English Literacy-Civics
- Employers
- Students
- Teachers
- Others

... representing the following institutions:

- Adult High Schools
- Commercial and Nonprofit Firms
- Comprehensive and Vocational High Schools
- Military
- Postsecondary Institutions
- Private Vocational Schools
- Workforce Investment Boards
- Others

## **PROPOSAL SUBMISSION**

Please attach a proposal of no more than four printed pages with the following information:

1. **TITLE OF PRESENTATION:** (Maximum of 10 words) The title should catch the attention of the conference attendees and accurately describe what your session will entail.
2. **DESCRIPTION:** (Maximum of 75 words) Indicate the description that will be used in the conference program to succinctly, persuasively and accurately tell attendees what to expect from your session. What are the special features of your session?
3. **PRESENTATION PLAN:** (Maximum of 500 words) Provide a brief overview of your proposed session, including content activities, visual aids, and handouts. Describe the learning outcomes you expect and how you plan to ensure audience involvement. Traditional lecture is discouraged. Reviewers are looking for innovative practices, new ideas, and active learning opportunities.
4. **SUMMARY OF EXPERIENCES IN CONDUCTING PRESENTATIONS:** (Maximum of 225 words) Provide a brief summary in bulleted format of the presenter's experience in conducting recent workshops and presentations at regional or national conferences. **(Please attach a resume)**
5. Format for information is on the accompanying Call For Presentations Application Form.
6. Complete all information on the application and print your proposal on the form (Maximum of 800 words).
  - Font must be no smaller than 12 point
  - Single space with no blank lines between paragraphs
  - Indent paragraphs
7. The following are the review criteria:
  - Relevance to Adult and Vocational-Technical Education Issues (50 points)
  - Extent to which the proposal complements the broad conference goals (20 points)
  - Salience to the Target Audience (20 points)
  - Originality (10 points)

Send a copy of the completed proposal to the following address for receipt no later than **March 31, 2003** or e-mail by that date to:

New Jersey Department of Education

Generation Next 2003 Conference

c/o Allwyn Baskin

P.O. Box 500

Trenton, NJ 08625-0500

Phone: (609) 292-7336

Fax: (609) 984-5347

E-mail: [allwyn.baskin@doe.state.nj.us](mailto:allwyn.baskin@doe.state.nj.us)

## **SUPPLEMENTAL INFORMATION**

**Equipment Supplied by the Conference Sponsors**—Conference sponsors will provide overhead projectors, microphones (if size of room necessitates) and screens for each session. Projection devices for laptops will be available upon request with the proposal. Laptops need to be provided by the presenter. Final Audio Visual forms will be mailed to the principal contact with notification of proposal acceptance.

**Expenses**—No honoraria will be provided. Speaker fees may be available on a limited basis with emphasis on out-of-state presenters. Speaker must complete paperwork for a Business Registration Certificate if not already registered with the State of New Jersey Division of Revenue. Apply at [www.state.nj/njbgs/services.html](http://www.state.nj/njbgs/services.html) or download the form from the internet at [www.state.nj.us/treasury/revenue/revprnt.html](http://www.state.nj.us/treasury/revenue/revprnt.html). Choose "Online Services: then One Stop Business Filing and Registration". Hit option #2 where you enter your social security number. You can use your social security number as the ID number (apply as sole proprietor). Hit "submit" and a three-page form will appear. Fill in this form and hit submit again. You will receive a "temporary" business registration in the mail. With speaker fees, list the exact amount of travel expenses and submit with the proposal. Local school district and post-secondary institution personnel will not be paid speaker fees.

**Program Changes**—The Program Planning Committee reserves the right to recommend changes in the proposals submitted and to encourage joint presentations, if multiple proposals are submitted on similar topics.

**Registration** — Once a proposal has been accepted and a speaker agreement signed, presenters are expected to register for the Conference and pay their fees (there is a reduced fee to cover food costs). If the speaker is attending for only the session being presented, no conference registration fee will be charged.

**Handouts** — Each presenter will be responsible for individual handouts. You will be notified upon proposal acceptance of the exact number of handouts. In general, 50-70 handouts will be necessary.

**Acknowledgement of Receipt** — Each applicant will be contacted by e-mail within two working days after the application has been received by the Office of Vocational-Technical, Career and Adult Programs.

**Notification of Acceptance** — Notification of acceptance of selected applications will occur no later than Tuesday, April 15, 2003.

**GENERATION NEXT 2003  
CALL FOR PRESENTATIONS APPLICATION FORM  
PROPOSAL DUE MARCH 31, 2003**

Please fill out in detail the presenter's and each co-presenter's name, address, phone, fax and e-mail. Use additional sheets if necessary. Please note: To avoid confusion, information will be sent only to the primary presenter who is then responsible to pass on the information to the co-presenters.

**PRESENTATION CATEGORIES AND TIME AVAILABLE** (please indicate your preference):

\_\_\_\_\_ General Session or Keynote/Plenary Session (45 min.-1 hr.)

\_\_\_\_\_ Concurrent Session (1 hr. 15 min.)

\_\_\_\_\_ Extended Concurrent Sessions (2 hrs. 30 min.)

Would you be willing to repeat your session?    **Yes**    or    **No**    (*circle one*)

.....  
Name of Presenter-Primary:

Position:

Employer/Affiliation:

Mailing Address:

City:

State:

Zip:

Business Telephone: (     )

Home telephone: (     )

Fax: (     )

E-mail address:

.....  
Name of Presenter #2:

Position:

Employer/Affiliation:

Mailing Address:

City:

State:

Zip:

Business Telephone: (     )

Home telephone: (     )

Fax: (     )

E-mail address:

.....  
Name of Presenter #3:

Position:

Employer/Affiliation:

Mailing Address:

City:

State:

Zip:

Business Telephone: (     )

Home telephone: (     )

Fax: (     )

E-mail address:

**I. Title of Presentation** (Maximum of 10 words):

**II. Description of Presentation** (Maximum of 75 words):

**III. Presentation Plan** (Maximum of 500 words) Provide a brief overview of your proposed session, including content activities, visual aids, and handouts:



**IV. Summary of Experiences in Conduct of Presentations** (Maximum of 225 words) Provide a brief summary in bulleted format the presenters' experience in conducting recent workshops and presentations at regional or national conferences:

**V. Equipment Needed:**

VCR/Monitor \_\_\_\_\_ Overhead projector (standard) \_\_\_\_\_  
Flipchart/pad/markers \_\_\_\_\_ Screen \_\_\_\_\_  
Computer Projection Unit (Presenter to bring own computer) \_\_\_\_\_  
Other (please describe): \_\_\_\_\_

**VII. Recommended Audience:**

\_\_\_\_\_ High school (includes comprehensive and/or vocational-technical)  
\_\_\_\_\_ Adult high school  
\_\_\_\_\_ Adult education counselors, coordinators, and directors  
\_\_\_\_\_ ABE/GED teachers  
\_\_\_\_\_ Vocational technical teachers, guidance counselors, and administrators  
\_\_\_\_\_ ESOL and English Literacy-Civics teachers  
\_\_\_\_\_ Post-secondary educators including private schools  
\_\_\_\_\_ Business and industry partners  
\_\_\_\_\_ Volunteer tutors

**VIII. Speaker Fees/Expenses** (An itemized detailed list must be provided. Speaker agrees to complete the Business Registration Certificate.)